



**TOWN OF NORTH ANDOVER
FINANCE COMMITTEE**

Meeting Minutes

Meeting Date: 6 April 2010

Meeting Location: Town Hall, First Floor
Conference Room

Meeting Called to order: 6:40 PM

I. FinCom Members in Attendance

Mark Rodgers-MR, Chairman	X	Ramsey Bahrawy -RB	X
Peter Besen-PB, Vice Chairman	X	Bonnie Wilkinson-BW	
Ben Osgood-BO	X		
Jean Sullivan-JS	X	Thom Dugan-TD	X
Alan LeBovidge-AL	X	Herb Cunha-HC, Minutes	X

Non FinCom Members in Attendance

OTHERS: -Stan Limpert, SL-Vice Chair-Schl Com.-Mark Rees, MRees-Town Manager
-Chris Hottel, CH-Sch Supt -Christine Allen, CA-VC Schl Com.
-James Mealey, JM-School Finance

Note: All FINCOM votes are subject to change upon receipt of new information.

I. Previous Minutes Approved

DATE: 16 Mar 2010 Approved, unanimous
1 Apr 2010 Approved, unanimous

III. New Business

AGENDA ITEM: A. FY11 Budget Review and vote

Discussion -The FY11 General Fund Budget-Option B Revision #2 was reviewed and discussed.
-CH: He feels that CIP at Town Meeting, will need to consider IT system consolidation.
-MR: He suggested that IT leave application software in each group, but that system and other related items could be consolidated.
-Discussion followed relating to the 27th pay provision which will show a 4% increase.
-MRees: He suggested that FINCOM prepare their budget and then we can meet to get a consensus.

AGENDA ITEM: **A. FY11 Budget Review and vote, continued**

Discussion: **Vote Taken: Motion by PB: To approve FINCOM General Fund Budget GFB) as amended by MR with the change to move \$150k from Support Services Information line to School Education line. Seconded by RB.
Vote: Yes-7, N-0, A-0, passed.**
**Note: Before voting on GFB, an Amendment Motion was made by BO: To Decrease the Health Fund contribution by \$100k and increase the Stabilization fund contribution by \$100k. Seconded by TD.
Vote: Yes-6, N-1-PB, A-0 passed.**

The Rationale for FINCOM Recommended Budget:

- Public Safety-related to 1 time training
- Public School line-related to the School's top 8 out of 14 priorities, dealing with materials, nothing to do with labor.
- Snow and Ice-tracks prior year.
- Elder and Youth Services-restores various non-labor expenses.
- Stevens Library-preserves Sunday hours.
- Structures and Grounds-increase is relating to bringing Facilities Director on earlier.
- Group Insurance Funding-reduction relates to keeping the Fund balance at approximately FY2010 level.
- Transfer information-Stabilization to encourage discipline of adding reserves.

AGENDA ITEM: **B. Article Y Write-up vote**

Discussion: -Article Y Write-up vote:
**Vote Taken: Motion by BO to approve Article Y write-up as amended. Seconded by JS.
Vote: Y-6, N-1-PB, A-0, passed**

AGENDA ITEM: **C. CPA fund recommendations Vote**

Discussion: **Vote Taken: Motion by RB to vote favorable action for the Community Preservation list of projects excluding Ridgewood Cemetery and Rolling Ridge projects. Seconded by TD.
Vote: Y-7, N-0, A-0, passed**

AGENDA ITEM: C. CPA fund recommendations Vote, continued

Discussion: **Vote Taken: Motion by RB to vote for favorable action for the Ridgewood Cemetery project. Seconded by PB.
Vote: Y-6, N-0, A-1-BO, passed**

**Vote Taken: Motion by TD to vote for favorable action for the Rolling Ridge project. Seconded by PB.
Vote: Y-6, N-0, A-1-RB, passed**

**Vote Taken: Motion by BO to approve \$293,184 in expenses for Stevens Estate Enterprise Fund. Seconded by JS.
Vote: Y-7, N-0, A-0, passed**

Action Item: MR to email Bruce Thibideau to have him give a presentation to FINCOM about the Sustainability Committee relative to being a Green Community.

Action Item: MR to email George Koehler, Chair-Family Housing Committee, to discuss Article EE.

AGENDA ITEM: D. Finance Committee Report review

Discussion: **Vote Taken: Motion by BO to approve write-up of Fin Com Annual report.
Seconded by AL
Vote: Y-7, N-0, A-0, passed.**

AGENDA ITEM: E. Warrant Articles Votes

Discussion:

AGENDA ITEM: **F. New Business**

Discussion: **BCG Update.** Trying to work to remove disconnects on budget going to Town Meeting.

III. Old Business/Non-Agenda Items

NON-AGENDA ITEM:

Discussion: -

V. Adjournment

Motion: AL	Yes Unanimous
Seconded: BO	Time: 9:25 PM

IV. Next Meetings

Thursday, 8 Apr 2010 Town Hall, 6:30 PM

ITEM #	ACTION ITEM	INDIVID.	COMPL. DATE	STATUS
1-8	Completed items are shown in FINCOM Mtg Minutes of 4 Mar 2010 for review.			C
9,11-14,16	Completed items are shown in FINCOM Mtg Minutes of 11 Mar 2010 for review.			C
10, 18,19	Completed items are shown in FINCOM Mtg Minutes of 25 Mar 2010 for review.			C
15	Add description column on Master Articles List which are boiler plate articles and will assign Articles to FINCOM members.	MR	16 Mar	C
17	Correct current formula issues with the forecaster.	MR/TD	11 Mar	
18	To email Bruce Thibideau to have him give a presentation to FINCOM about the Sustainability Committee relative to being a Green Community.	MR	8 Apr	C
19	To email George Keoghler, Chair-Family Housing Committee, to discuss Article EE.	MR	8 Apr	C
20	Email Mark Rees to request Labor council to meet with Fin Com to discuss 27 th payroll with respect to our labor contracts.	MR	8 Apr	C

ACTION ITEMS

C=Complete